

Cottonwood Heights Weekly Staff Report (Aug. 19 - 25, 2018)

City Manager:

City Recorder:

Monday, September 3 is Labor Day – Observed Holiday

September 4-2018 – No meeting – YCC Dinner at 6:30 p.m.

City Council Canyon Center Tour at 5:00 p.m.

September 11-2018

BUSINESS

WELCOME/PLEDGE/ACKNOWLEDGEMENTS

CITIZEN COMMENTS

PUBLIC HEARING

REPORTS

3.0 STANDING MONTHLY REPORTS

3.1 Police Report – Police Support Supervisor Candie Terry

(Review of the Police Department statistics for the month of December.)

3.2 Public Works Report – Public Works Director Matt Shipp

(Presentation of the monthly public works report detailing the status of various public works and capital projects throughout the City.)

ACTION ITEMS

CONSENT CALENDAR

WORK SESSION

Review of Business Meeting Agenda

Public Relations Report - Dan Metcalf

(Public Relations Specialist Dan Metcalf, will provide Cottonwood Heights media reports with Staff follow-up, where needed.)

City Council and Staff Reports

(Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. This report is available on the internet at www.ch.utah.gov. This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)

6:00 pm Special Reports

a. Review of Business Meeting

Review of Calendars and Upcoming Events

Closed Meeting

September 18-2018

WORK SESSION

Public Relations Report - Dan Metcalf

(Public Relations Specialist Dan Metcalf, will provide Cottonwood Heights media reports with Staff follow-up, where needed.)

City Council Reports (10:00) Staff Reports

(Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. This report is available on the internet at www.ch.utah.gov. This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)

6:00 pm Special Reports

a.

Review of Calendars and Upcoming Events

Closed Meeting

September 25-2018

BUSINESS

WELCOME/PLEDGE/ACKNOWLEDGEMENTS

CITIZEN COMMENTS

PUBLIC HEARING

REPORTS

6.0 STANDING MONTHLY REPORTS

6.1 Monthly Financial Report – Finance Director Dean Lundell

(Finance Director, Mr. Dean Lundell, will report the city finances for September 2017)

6.2 Unified Fire Report – Assistant Chief Mike Watson

(Report by Assistant Chief Watson on medical and fire calls responded by Cottonwood Heights' stations during the month of September 2017; as well as other informational items from UFA.)

ACTION ITEMS

CONSENT CALENDAR

WORK SESSION

Lisa Yoder – Sustainability Conversation

Review of Business Meeting Agenda

Public Relations Report - Dan Metcalf

(Public Relations Specialist Dan Metcalf, will provide Cottonwood Heights media reports with Staff follow-up, where needed.)

City Council and Staff Reports

(Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. This report is available on the internet at www.ch.utah.gov. This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)

6:00 pm Special Reports

a. Review of Business Meeting

Review of Calendars and Upcoming Events

Closed Meeting

Public Relations:

1. Turned in a final draft for the Sept. Newsletter to printer. Currently planning and gathering content for the October Newsletter.
2. Finalized a draft for the shared delivery agreement between the City Journals, Tooele Transcript-Bulletin and the city with Shane Topham. He will present it as an agenda item in the next business meeting.

3. Attended the quarterly luncheon of the Utah Association of Government Communicators in Taylorsville. Learned a lot about city website redesign processes and shared many experiences, too.
4. Tested and broadcast the first-ever live video meeting via the Mevo streaming device and application. Response was mostly positive and the few citizens to witness the beta test helped us troubleshoot the audio quality. Looking forward to making this a regular thing during work sessions and other meetings.
5. Shared the CHPD lip-sync video via social media. Very good response from the public.

Admin Services & Finance:

1. Gayle Conger informed me that the Historic Committee has been asked to do a 30-minute presentation at a conference hosted by the Utah Division of State History and Preservation Utah, to be held September 27-29 in Salt Lake City. They will be presenting at a workshop on September 27, between 10:00 and 10:30 a.m.
2. In the Rio Grande Depot. We were asked by David Amott of Preservation Utah to do the presentation because he feels we are model for the rest of the state on how to function as a committee and work with the elected city officials and city employees in accomplishing our goals. He said that they have heard nothing but good about what we have done.
3. Dani Quintana has accepted the position of Arts Production Coordinator and will start on Tues. Aug. 28th. Dani has experience in back-stage efforts on larger productions and directing small scale theatrical productions. We will have more information for you in next week's update.
4. Please don't forget John Park's retirement open-house that is scheduled for Thursday, August 30 from 2-5 p.m.

Information Technology:

- Caselle cloud environment has been setup and is in testing phases.
- We have cleared all security alerts for the city machines and setup a monitoring system to allow us to more quickly address them going forward.
- 6 laptops have been imaged and made ready, and we will soon beginning deploying them to improve our mobility and work performance.

Planning & Economic Development:

New GIS Intern Melissa Blue:



Born in Idaho and raised Elko, Nevada, Melissa graduated from Elko H.S. and attended Univ. of Alaska-Fairbanks, earning a degree in anthropology with a minor in geography. While raising her children, Melissa worked as a photographer. She is now attending Utah State University, seeking a GIS certificate. Melissa currently lives in Kaysville with her husband and 4 kids (1 in college).

New Applications:

- Conditional Use Permit: 2 new applications
 - Clinic for individuals with autism (change of use)
 - Veterinary clinic (change of use)
- Subdivision
 - Woodbridge (7318 S Milne Lane)
- Wireless Facility
 - New location submitted under previous application
- The ARC issued Certificates of Design Compliance to four proposals:
 - New signs for State Farm insurance, Highland Place shopping center, and Santa Fe Apartments
 - Exterior remodel of the Denny's Restaurant

Public Meeting & Projects:

- Staff is exploring utilizing Office 365 to display the city's zoning ordinance online in a more intuitive and user-friendly manner
- Staff has scheduled public open hours for the Planned Development District zoning ordinance on Thursday, August 30th from 11:00 a.m. to 8:00 p.m.
- Peri Kinder's last day with the city will be Thursday, August 30th. Make sure to stop by and wish her luck in her next endeavor!
- The final food truck night at Mountview Park will be held on Monday, August 27. Stop by between 5:00 – 8:00 p.m.

Building Permits

- 9 Permits Issued (8/17 – 8/23)
 - 4 additions
 - 3 new homes
 - 2 over the counter
- 6 Permits Received (8/17 – 8/23)
 - 5 over the counter
 - 1 tenant improvement

Planning

- The development review committee met to discuss a proposed subdivision at 1561 E 7200 S.
- Staff received an application for a condominium plat for the new Cottonwood Dental building at 7167 S Highland Dr.
- An agenda has been posted and notices have been sent for the September 5th Planning Commission meeting. The commission is scheduled to make recommendations to the council on the Wasatch Boulevard plan, the ICO multi-family development on 1300 E, and a flag lot exception. They will also be hearing conditional use requests for two new business on Fort Union Blvd; a health clinic and a veterinary clinic.

Business Licensing:

- 31 Business License Renewals
- 5 New Business License Accepted
- 9 New Business License Completed
- 1 Address/Owner/Business Info Updates

Emergency Management:

Public Works/City Engineer:

- The Slurry Seal Pavement Project and the Park Centre Overlay Project are both bidding tomorrow, on August 28th.
- We are completing the Construction Documents for the Big Cottonwood Canyon Trail in front of the existing homes. This project will be bid shortly with construction occurring in Fall 2018/Spring 2019.
- Mountview Park Restroom Expansion Plans are nearly complete. We have also been looking into different ideas for the shade structure at the play areas.
- We meet last week with Salt Lake City to review plans for the East Jordan Canal Trail. The Proposed trail will connect Fort Union Blvd to Mountview Park, parallel to the existing canal. Construction for this project is scheduled for 2019.

UFA:

Fire Chief Petersen will meet with all of the Section Chiefs and Division Directors (and anyone else with a budget) through the month of September. The assignment was to identify efficiencies and to identify what we do that is critical to service delivery and what things are great, but not critical. Each person will do a presentation to the Board. The Board can then determine what they value and don't value. This work will be completed by the end of October, in order to start preparing next year's budget.

Police:

New Officer (entering POST)



Jacob Azevedo was born and raised in Sacramento, California. Since graduating high school Jacob has served in the Marine Corps. He was stationed in Okinawa, Japan for two of those years. He is currently enrolled at Western Governors University where he is studying business management. He currently resides in Saratoga Springs with his wife and two daughters. Jacob begins his POST training on Aug. 27.

- Suspicious person, Milne Lane. Male suspect ran from officers, a foot pursuit from Milne Lane through Shadow Ridge, Home Depot, and up the hill into the area of 7200 South. Suspect located, Tazed, and booked in jail. The group has a camp in the area.

- (from Det. Brad Bailey) I walked through the back of the Home Depot, between HD and Shadow Ridge, today. There were signs of drug activity and all-around nastiness. Keep an eye on if you get a change. There was paraphernalia, a used tampon applicator and someone has been burying items. I found several areas where the ground was disturbed and each seemed to be marked with an upright stick. Most of the little mounds I found appeared to have been dug up already. I dug into one still concealed and found Home Depot receipts. There was also feces there so watch your step. This is the area under the pine trees and behind the cinder block structure South of the HD loading docks.

(Photos)



City Council:

(Bracken)

Wasatch Front Waste and Recycling District Board Meeting 8/27/18

We had a report from Zion's Bank on monies held in their investment account and performance vs the state PTIF fund. Since the initial deposit from WFWARD, the Zion's fund has outperformed the PTIF consistently with the only exception of the most recent 3 months. Scott Burnett was confident with the changes in interest rates as indicated by the Federal Reserve that situation would be resolved and the Zion's fund would again outperform the PTIF rates. So far almost \$100,000 has been realized by using this method for reserved cash on hand.

We had our quarterly financial report. Nothing was out of the ordinary. The largest risk-factor for budget concerns is the increase in Recycling tipping fees.

Our liability claims so far this year are much lower than in previous years. There is a correlation to claims made and the amount of overtime being utilized by the drivers. Longer shifts tend to equal higher claims overall. There is also an increase in claims each year during April/May as the temp drivers for the Area Clean-up program begins.

Herriman City has requested service levels/costs information from the district. In the last few years, WFWARD has done this a number of times, most recently that I recall for a portion of Murray that is still serviced by the district and not by Murray City. Those residents voiced their opinion that they would like to remain in WFWARD for services.

Pam has been authorized to enter into multiple contracts for transfer station services. This will allow some flexibility/ability to deliver municipal solid waste (MSW) to other locations if the need arises.

We have also sent a draft renewal interlocal contract to the county council. The current agreement ends on December 31st. Of note is a request to release WFWARD from a minimum requirement for tonnage to be delivered to SL County facilities. Currently we must take >85% of all MSW to those facilities, but as recent events have shown, changes in the waste industry, management of waste collection sites (Transfer Station most notably) can have a significant impact on day-to-day operations and efficiencies. The intent is to continue business-as-usual, but to remove the minimum requirements to make future changes easier to accommodate.

Added Documents/Photos:

Canyon Centre Photos

